APPRENTICESHIP STANDARDS

OF THE

INDEPENDENT ROOFING CONTRACTORS OF CALIFORNIA, INC. UNILATERAL APPRENTICESHIP COMMITTEE

ARTICLE 1. PURPOSE OF POLICY

The parties hereto declare it to be their purpose and policy to establish an organized, planned system of apprenticeship, conducted as an employer/industry undertaking. These standards have, therefore, been adopted and agreed upon under the Shelley-Maldhey Apprentice Labor Standards Act of 1939, as amended, to govern the employment and training of apprentices in the craft defined herein, to become effective upon their approval.

ARTICLE II.

CRAFT

POOFER

DOT: 866.381 010

ARTICLE III. ORGANIZATION

There is hereby established the above-named apprenticeship committee, covering the counties of Alameda, Contra Costa, Lake, Marin, Mendocino, Napa, San Francisco, San Mateo, Solano and Sonoma, consisting of three (3) members who shall be selected by and represent the employer organization signatory hereto and one (1) apprenticeship consultant representing the Division of Apprenticeship Standards, State Department of Industrial Relations, in addition thereto, there shall be one (1) advisor from the local school district and such other advisors as the committee shall determine. Such advisors and the apprenticeship consultant shall have a voice and no vote. By signing the appropriate form (DAS 7) any employer may adopt these standards regardless of its status with any collective bargaining representative.

ARTICLE IV. JURISDICTION

These standards shall apply to the employers signatory hereto, their members and to other employers who subscribe hereto, and to all apprentice agreements hereunder.

ARTICLE V. FUNCTIONS

The functions of the apprenticeship committee shall be to:

- A develop an efficient program of apprenticeship through systematic on-the-job training with related and supplemental instruction and periodic evaluation of each apprentice.
- B. make periodic evaluations of the progress of each apprentice's on-the-job training and related and supplemental instruction.
- Serve in an advisory capacity with employers and employees in matters pertaining to these standards.
- D. aid in the adjustment of apprenticeship disputes.
- develop fair and impartial selection procedures and an affirmative action plan in accordance with existing laws and regulations, and to apply them uniformly in the selection of applicants for apprenticeship. The selection procedures and affirmative action plan are attached hereto.

ARTICLE VI. RESPONSIBILITIES

The responsibilities of the apprenticeship committee shall be to:

- A supervise the administration and enforcement of these standards.
- 8. adopt such rules and regulations as are necessary to govern the program provided; however, that the rules and regulations do not conflict with these standards.
- to determine if an employer has the worksite facilities, skilled workers as trainers at the worksite, and equipment sufficient to train apprentices.
- D. pass upon the qualifications of apprentice applicants.
- E. file a signed copy of each apprentice agreement with the Secretary of the California.

 Apprenticeship Council, with copies to all parties to the agreement.
- F. _ establish and maintain a record system for on-the-job training and related instruction.
- adjust or determine all disputes and complaints having to do with these standards.

 apprentice agreements, and with the employment and training of apprentices, subject to an appeal to the Administrator of Apprenticeship.

- adopt changes to these standards, as necessary, subject to the approval of the parties hereto and the Chief of the Division of Apprenticeship Standards. H.
- use every effort to keep the apprentice employed in a reasonably continous manner and adequately instructed.
 - provide disciplinary procedures for apprentices, including provisions for fair J. hearings.

DEFINITION OF AN APPRENTICE

An apprentice is a person at least eighteen (18) years of age who is engaged in learning a ARTICLE VII. designated trade, and who has entered into a written apprentice agreement under the provision of these standards.

DUTIES OF AN APPRENTICE ARTICLE VIII.

Each apprentice shall satisfactority perform all work and learning assignments both on the job and in related instruction and shall comply with the rules, regulations and decisions of the apprenticeship committee.

APPRENTICE AGREEMENTS ARTICLE IX.

- Each apprentice agreement shall conform to State laws and shall be signed by the employer and by the apprenticeship committee and the apprentice, and must be A approved by the apprenticeship committee.
- Each apprentice shall be furnished a copy or be given an opportunity to study these standards before entering the program. These standards shall be considered a part of the apprentice agreement as though expressly written therein. В.

TERMINATION AND TRANSFER OF AGREEMENTS ARTICLE X.

- During the probationary period, an apprentice agreement may be terminated by the apprentice committee at the request in writing of either party; after such probationa period, an apprentice agreement may be terminated by the Administrator by mutual agreement of all parties thereto or cancelled by the Administrator for good and
- If an employer is unable to fulfill his/her obligations to train under any apprentice sufficient reason.

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ARTICLE XVI. WAGE SCHEDULE

A. Wages

- Apprentices shall be paid a progressively increasing schedule of wages based on a percentage of wages paid to journeymen.
 - 2. The minimum journeyman rate for Roofers, upon which the apprentice's progressive wage shall be based, is \$15.75 per hour. Employer benefits shall be over and above this rate, except where Federal and State prevailing wage laws override.
 - It is expressly understood that the objective wage scale utilized in these standards to determine the beginning and subsequent levels of the apprentice wage scale has been established by the Program Sponsor.
 - 4. Apprentices on public works shall be paid according to the Director's prevailing wage determination, buyin no case less than those approved in the progam standards.
 - 5. To ensure competitive bidding on public works contracts, apprentices employed in the Roofer occupation of these program standards on public works shall be paid wages and benefits as follows:
 - * When the prevailing wages and benefits for the public works job are based the collective bargaining agreement (CBA) apprentices shall be paid in accordance with those apprenticeship standards developed pursuant to the CBA.
 - When the prevailing wages and benefits for the public works job are not based on a CBA, apprentices shall be paid in accordance with the graduated percentage wage schedule contained in these apprenticeship standards as applied to the prevailing wage rate as otherwise determined; however, in a case shall the apprentices be paid less than \$7.78 per hour.

6. Apprentice Wage Scale and Other Compensation:

Approntice Wago Progression	% of Journey Wage Rate	Vacation	H & W	Pension 1	Apprentice Trng. Fund	TOTALS
Progression						•
1st 6 months	50%	\$1.00	o .	0	\$0.20	9.07.5
2nd 6 months	55%	\$1.00	D.	0 -	\$0.20	9.06
3rd 6 months	50%	\$1.00	0	0	\$0.20	10.65
4th 6 months	70%	51-00	0	0	\$0.20	12.22,5
6th 6 months	80%	\$1.00	O	0	\$0.20	13.80
6th 6 months	90%	\$1.00	0	0.	\$0.20	15.30.5

"Individual contractors provide health, life, dental and vision insurance coverage with the employer paying 75 percent of the premium. All these benefits vary in value depending on individual circumstances. Each employee is provided with a Company Policy Book describing eligibility in detail.

B. Hours of Work and Overtime

The regular work week will be forty (40) hours at straight time, Monday through Saturday, year round. Overtime shall be paid in accordance with all Federal and State regulations.

ARTICLE XVII. WORK TRAINING

- A. The employer shall see that all apprentices are under the supervision of a qualified fourneyman or instructor and shall provide the necessary, diversified experience and training in order to train and develop the apprentice into a skilled worker, proficient in all the areas of the craft as outlined herein. Apprentices shall also be trained in the use of new equipment, materials, and processes as they come into use in the occupation.
- B. The major work processes in which apprentices will be trained (although not necessarily) in the order listed and the approximate hours not necessarily continous) to be spent on each are as follows:

WORK PROCESSES

APPROXIMATE HOURS

Requirement A

Propures the Deck, Substrate or Foundation Removes protective membrane or system; prepares the deck, substrate, foundation or slabs for the rooling or waterproofing systems; measures and cuts various material, etc.

800

Requirement B

Built-Up Roofing and Waterproofing Applies new and recover hot and cold membranes including insulation, blumen, modified bitumen, plies, adhesives, gravel, cap sheets, elastomeric sheets or fluids, patches, etc.

1200

Requirement C

Combination of 1500 OJT hours from the following areas

1500

Area 1 - Cold-Applied Roofing, Decking, Damp Waterproofing

Applies new and recover cold systems to roofs, decks, sub-floors, shower pans, foundations and slabs including one-ply membranes, emulsions, cutbacks, elastomeric, etc.

Area II - Composition Shingles and Shakes Applies new and recover composition shingle and shake material including felts, flashings, edging, jacks, etc.

Area III - Tile, Other Rigid Materials Applies new and recover roofing materials including interlocking tile, and other rigid materials.

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Area IV - Equipment
lises a variety of equipment including
oist, conveyor spudder, spreader,
selt, keitle, forklift, power saw, etc.

Area V - Other
Any additional or new materials and equipment used for roofing and water-proofing purposes.

MINIMUM OJT HOURS WITHIN 3 YEARS

3500

ARTICLE XVIII.

SAFETY AND HEALTH

• Each apprentice shall receive training and education in first aid, safe working practices, and in the recognition of occupational health and safety hazards.

ARTICLE XIX. CERTIFICATE OF COMPLETION

- A Upon evidence of satisfactory completion of apprenticeship and upon the recommendation of the apprenticeship committee, each apprentice will be issued a Certificate of Completion by the authority of the California Apprenticeship Council.
- B. In recognition of unusual ability and progress, the apprenticeship committee may decrease the term of apprenticeship for an individual apprentice not more than twelve and one-half (12 1/2) percent.

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ARTICLE XX.

CALIFORNIA PLAN FOR EQUAL OPPORTUNITY IN APPRENTICESHIP

(See Attachment)

- Respectfully Submitted by:

Steve Amend, President

Independent Roofing Contractors of California, Inc.

The foregoing standards, being in conformity with the rules and regulations of the California Apprenticeship Council and the California Code of Regulations are hereby approved MAY 22 1991 and become effective the date it becomes the order of the council.

Jesswein, Chief

Gail W. Jesswein, Chief
Division of Apprenticeship Standards

INDEPENDENT ROOFING CONTRACTORS OF CALIFORNIA, INC. UNILATERAL APPRENTICESHIP COMMITTEE

Employer Representatives

Name

Address

Montague Upshaw, Chalman

Steve Amend, Secretary

Jack White, Committee Member

John Upshaw, Alternate

 Fidelity Roof Co. 1075 40th Street Oakland, CA

> Roofing Services, Inc. 4155 Santa Rosa Avenue Santa Rosa, CA

State Roofing System, Inc. P.O. Box 235 San Leandro, CA 94577

Fidelity Roof Co. 1075 40th Street Oakland, CA

Apprenticeship Consultant

Ralph Voltmer 50 "D" Street, Suite 200 Santa Rosa, CA 95404

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ADDENDUM TO APPRENTICESHIP STANDARDS

INDEPENDENT HOOFING CONTRACTORS OF CALIFORNIA, INC. UNILATERAL APPRENTICESHIP COMMITTEE

CUPATION: ROOFER

866.381 010 DOT:

ea Covered by Standards:

Alameda, Contra Costa, Lake, Marin, Mendocino, Napa, San Francis∞, San Mateo, Solano and Sonoma Countles

pproved Statistical Area:

Same as above

he above-named Program Sponsor, in accordance with the California Plan for Equal Opportunity in apprenticeship, declares the following to be its Selection Procedures.

The Program Sponsor affirms that the recruitment, selection, employment and training of PLEDGE apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin or sex. The sponsor will take affirmative action to provide equal opportunity in apprenticeship, and will operate the apprenticeship program as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Code of Regulations Title 8, Chapter 2.

DISSEMINATION OF INFORMATION 11.

Information will be disseminated in our area of jurisdiction to the following:

Apprentices are to be selected from present employees. Forty five (45) days in advance of the taking of apprentice applications, information regarding the apprenticeship program will be disseminated via bulletin boards, newslotters, supervisors and personnel section. Applications will be accepted for a minimum-of ten (10) working days following the close of the dissemination of Information. Notices will be sent to the Division of Apprenticeship Standards which will monitor the selection procedure.

IRCC000020

FIRMATIVE ACTION PROGRAM

Employer will recruit minorities and women into entry level positions so that a pool of potential apprentice applicants will be available.

Employer will consider utilization of Center for Employment Training for recruitment of B. minorities and women.

WRITTEN APPLICATIONS

All applicants will be required to complete a written application when seeking entry into the program. Applications will be received at the following locations:

Fidelity Roof Co. v. 1075 40th Street Oakland, CA 94608 Monday thru Friday 1:00 PM to 4:00 PM

Roofing Services, Inc. 4155 Santa Rosa Avenue Santa Rosa, CA 95407 Monday thru Friday 9:00 AM to 4:00 PM

Chabot College 25555 Hesperlan Blvd, Rm. 1504 94540-5001 Hayward, CA Monday thru Friday 8:30 AM to 4:00 PM

SELECTION OF APPRENTICES

Selection of apprentices will be made under Method #4, as defined in the Cal Plan.

- Applicants shall be at least eighteen (18) years of age at the time of Age Limitations: Indenture.
- Formal Educational Requirement: No formal educational requirement. В.
- Physical Examination: None required. Applicants must be physically able to perform the work of the trade. If a physical examination is required, it will be at no cost to the applicant. a
- Written test: None required.
- Applicant's prior work experience and training will be evaluated by the committee at the time D. of indenture if proper verification of his/her employment in the trade is available, and appropriate credit will be given toward a higher apprenticeship period and/or wage bracket. E

F. Oral Interview required and shall be conducted by the employer or Unilateral Apprenticeship Committee with the following factors and corresponding ratings for each:

	Rating
Considered	0 to 15%
Attitude	0 to 15%
Confidence .	0 to 30%
Oral Response	0 to 20%
Stability	0 10 20%
Motivation	

Maximum Score:

100%

Minimum Passing Score: .

70%

No factor for written score (no requirement in Standards)

Applicants are referred to job openings based on the highest score from the top of the list.

Acceptance and Rejection of Applicants

Applicants who meet the minimum requirement for the program will be instructed at the time of application as to the procedure for entering the apprenticeship program. Applicants who fall to meet the minimum qualifications will be informed at time of application with reason given for their rejection. Falsification of any information furnished by the applicant to the committee shall be cause for rejection for the applicant and/or cancellation of the apprentice agreement at a subsequent date. It shall be the responsibility of the applicant to apprentice agreement at a subsequent date. It shall be the responsibility of the applicants will keep the committee advised of any change of address and telephone number. Applicants will be kept on the referral list for a period of two (2) years.

Should there be a sufficient number of journeymen and/or registered apprentices unemployed as to concern the apprenticeship committee for the welfare of the industry and/or the registered apprentices, the committee may take action not to utilize applicants as apprentices until the circumstances are corrected.

The committee, at semi-annual intervals, will examine the intake and total of active apprentices. Should the committee find a deficiency in its minority and/or female

participation as required under the California Plan for Equal Opportunity in Apprenticeship, it will implement its affirmative action plan.

GOALS AND TIMETABLES

Total Population in Area as of April 1980:

1,761,759

Female Goal:

23%

GOALS FOR MINORITIES ,.

Ethnic Group	1960 Census
Black, not Hispanic	11.00%
Asian or Pacific Islander	7.00%
-American Indian or Alaskan Native	1.00%
Filipino	3.00%
Hisp anic	11.00%
Total Minorities	33.00%

RECORDS

Records will be maintained for five (5) years at:

Independent Roofing Contractors of California, inc. 3222 East Laurel Creek Road 94002 Belmont, CA

III. PROGRAM SPONSOR will submit an annual compilance report to the Division of Apprenticeship Standards at the end of each calendar year.

This Addendum to the Standards is submitted for approval of the Chief, Division of Apprenticeship Standards, as adopted this Both of Affill 1991

Signed for the Program Sponsor

Sleve Amend, President

Independent Roofing Contractors of California, Inc.

The foregoing Addendum to the Standards, being in conformity with the rules and regulations of the California Apprenticeship Council and the California Code of Regulations is hereby approved MAY 22

Gail W. Jesswein, Chief

Division of Apprenticeship Standards

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